

# BROOKINGS COUNTY COMMISSION MEETING

Tuesday, June 29, 2004

The Brookings County Board of County Commissioners met in regular session on Tuesday, June 29, 2004, with the following members present: Deanna Santema, Dennis Falken, Don Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Barbara Telkamp, Robert Hill, Doris Roden, Gary Heldt, Stacy Steffensen, Wm. Mark Kratochvil, Joyce Dragseth, Richard Smith, Kristin Olsen, Sarah Woodard, Dennis Bielfeldt, Cyndi Ault, John Mills, Steve McCarthy, Peter Anderson, Dave Bertellson, Trish Sterud, Lisa Boeke, Martin Stanwick, John Andrews, and Brian Eclov.

Chairperson Deanna Santema called the meeting to order.

## CONSENT AGENDA

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the June 29, 2004 meeting and the minutes from the June 22, 2004 Commission Meeting. Welfare Matters: Case # 04-060 for hospital was denied; Case # 04-076 for utilities denied; Case # 04-077 rent was approved.

## ROUTINE BUSINESS

Zoning & Drainage Director, Robert Hill met with the board to discuss departmental matters, the CERT training program, and to update the board on upcoming training.

Weed and Pest Supervisor, Gary Heldt met with the board to discuss Weed spraying, the Mosquito control spraying program, and the potential for a new virus.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report. Be it noted, the salaries and personnel changes for the month of June 2004 are as follows: Longevity Increase: Cyndi Ault \$30.00; Kelly Bakken \$65.00; Brad Barron \$90.00; Cliff Friedrich \$30.00; Darin Haider \$40.00; Kathy Hanson \$35.00; Kurt Schmidt \$40.00; Cindy Steffen \$40.00. New Hire: Part-time Visitation Greeter, Clara Brown @ \$7.00 per hour; 2<sup>nd</sup> Deputy Register of Deeds, Tammy Hanson @ \$9.93 per hour; Summer Office Assistant, Kristin Olsen @ \$8.00 per hour. Promotions: Beverly Chapman from 2<sup>nd</sup> Deputy Register of Deeds to 1<sup>st</sup> Deputy Register of Deeds @ \$12.33 per hour. Nichole Chapman from Part-time Correctional Officer to Full-time Correctional Officer @ \$11.70 per hour. Step Raise: Teresa Anderson from \$12.33 to \$12.58; Kathy Hanson from \$12.17 to \$12.42; Doris Knutson from \$10.75 to \$10.96; Cindy Steffen from \$12.17 to \$12.42. Commission \$9,632.45; Auditor \$10,270.93; Treasurer \$11,426.86; State's Attorney \$16,414.03; Custodial \$4,575.26; Equalization \$18,021.51; Register of Deeds \$6,934.00; Veterans Service \$2,943.50; Sheriff's Office \$34,876.60; Detention Center \$29,723.12; Contract Law \$6,614.87; Contract Law Elkton \$1,653.58; Emergency Management \$5,306.58; Drainage \$1,040.00; Highway \$43,648.71; Welfare \$2,825.84; Community Health \$2,207.48; WIC \$1,999.68; Extension \$4,076.96; Weed \$13,321.26; Zoning \$3,088.24.

Be it noted, Chairperson Santema signed claims for the following—AFLAC, insurance \$1,977.88; AFLAC Flex-One \$70.00; Office of Child Support Enforcement, child support \$555.00; Delta Dental, insurance \$2,232.98; Flex One, unreimbursed medical \$981.00; Local Teamsters, union dues \$912.00; SDRS, retirement \$27,378.79; SDRS Supplemental, retirement \$2,580.00; EFTPS \$53,482.11; Wellmark Blue Cross, insurance \$34,164.23; Midwest Benefits, life insurance \$555.40.

Election Supervisor, Stacy Steffensen met with the board to present the 2004-2005 Malt Beverage Beer Licenses. Be it noted, Chairperson Deanna Santema signed the 2004-2005 Malt Beverage Beer Licenses that were approved on Tuesday, May 25, 2004.

Commission Assistant/Personnel Director, Stephanie Vogel presented the board with the Commission Assistant/Personnel Director Report. Vogel updated the board on Personnel Items, Citizen Interest Application Form, IBM Maintenance Agreement Renewal for the AS400 Hardware, SDACC information on SDRS, the BATA Letter of Support, the Construction Agreement, Rental Space Proposals, Correspondence, and Invitations. Be it noted, the Board approved the following Personnel Action Notices: Routine Step Increases for Kathy Hanson and Doris Knutson.

Motion by Negstad, seconded by Falken, to approve and authorize Chairperson Santema to sign the Agreement for the 1921 Parking Lot Construction, the contract is between Brookings County and Bowes Construction, Inc. of Brookings, South Dakota. Point of Order by Commissioner Larson, the contract has previously been approved, and the motion to sign is not needed. Negstad withdrew the motion, and Falken withdrew the second. Be it noted, Chairperson Santema signed the Agreement for the 1921 Parking Lot Construction, the contract is between Brookings County and Bowes Construction, Inc. of Brookings, South Dakota. The Agreement is in the amount of \$115,980.70 as per the bid opening and awarding on Tuesday, June 15, 2004.

Motion by Negstad, seconded by Klavetter, to approve and authorize Chairperson Santema to sign the letter of support for the Brookings Area Transit Authority. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

### **REGULAR BUSINESS**

Barbara Telkamp member of the South Dakota League of Women Voters met with the board to discuss the upcoming Candidate Rally and to request funding for the event. Motion by Larson, seconded by Falken, to appropriate \$250.00 for the Candidate Rally to be held on September 12, 2004. Be it noted, the funds are appropriated from the Commissioners Public Relation Budget # 10100X4231111. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Director of Equalization, Joyce Dragseth met with the board to discuss the data base request, OHE Hearings, and distributed the floor plan in the 1921 Building for the Director of Equalization department.

The board reviewed and discussed the proposals received for rental space for County offices. Steve McCarthy, Manager of 1921, L.L.C. met with the board to discuss his proposal. Dennis Bielfeldt, Owner of the State Office Complex met with the board to discuss his proposal. Lisa Boeke, RN Public Health Regional Manager with Community Health Services met with the board to discuss the location needs of the Brookings County Community Health. Be it noted, the board toured the 1921 Building.

### **COMMISSIONER'S OPEN DISCUSSION**

Sheriff, Martin Stanwick met with the board to discuss the Juvenile Accountability Incentive Block Grant. Be it noted, Chairperson Santema signed the South Dakota Department of Corrections Juvenile Accountability Incentive Block Grant for the Federal Fiscal Year 2003.

Commissioner Larson updated the board on the Event Center Board Meeting.

Commissioner Negstad updated the board on the ICAP Meeting, and the Domestic Abuse Shelter Meeting.

Commissioner Falken updated the board on the Brookings County Resource Center, and discussed the Boys and Girls Club of Brookings.

Commissioner Klavetter updated the board on the First District Meeting and discussed having a work session for the rental space issues for County offices.

Chairperson Santema updated the board on the East Central Mental Health Meeting.

Commission Assistant/Personnel Director, Stephanie Vogel updated the board on the First District Meeting, and discussed the proposals received and the timeline for tours for the rental space for the County offices.

### **ADJOURNMENT**

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, July 6, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office